

About Us

The Indian Institute for Human Settlements (IIHS) is a national education institution committed to the equitable, sustainable and efficient transformation of Indian settlements.

IIHS aims to establish an independently funded and managed national university of eminence for research and innovation focused on the challenges and opportunities of India's urban transition. The proposed IIHS University will be an institution of eminence that will host an integrated programme of quality campus-based education and research, training and lifelong learning for working professionals, distance and blended learning, as well as a whole array of practice and advisory services. The university will have a strong interdisciplinary orientation bringing together theory and praxis that is grounded in the South Asian context and also engages with and draws from knowledge across the globe.

For more information, please see <http://www.iihs.co.in>

About IIHS Urban Practitioners' Programme (UPP)

The Urban Practitioners' Programme (UPP) is an education and capacity building programme for urban practitioners spanning across disciplines and levels in public, private, academic and civil society sectors. IIHS believes that a city's transformation rests largely on the collective endeavours of practitioners who confront challenges through an informed, reflexive and creative manner.

The UPP offers institutions and practitioners' new frameworks of knowledge, backed by a cohesive package of skills. Our portfolio spans across sectors, disciplines and scales of practice and seeks to intervene at three levels:

- Strategic perspectives and orientation of the practitioner to urban challenges;
- Knowledge frameworks employed to appraise such challenges;
- Execution skills to tackle them effectively and sustainably.

Job Description

The UPP team is looking to hire a Senior Associate to support the environment and engineering verticals at IIHS. As Senior Associate - Water and Environmental Services in the UPP team, you will be responsible for the development of training content and the delivery and coordination of training programmes and substantially contribute to primary and secondary research of thematic areas and general interest to the UPP team. Additionally, the senior associate will also support the reporting and monitoring requirements of UPP's training programmes as and when required. The UPP's teaching and training programme spans across the country and the associate will be expected to travel accordingly.

Activities and Tasks

Responsibilities would include, but not be limited to, the following:

- Training, teaching, and supporting research and consulting activities in the environmental services (water, waste water management, sanitation, solid waste management, septage and drainage) and public health domains;
- Writing proposals, detailing methodologies, carrying out primary and secondary research, data analysis and visualization, report-writing;
- Engaging in primary and secondary research to develop and deliver content for capacity building programmes, design and develop new programmes;

- Organising site visits, identifying and exploring new relevant sites for the courses, developing handouts for the site visits;
- End to end coordination and delivering training programmes/courses/workshops;
- Building a network with external faculty and working with internal faculty to deliver programmes;
- Coordinating with internal administration and external vendor teams as required for satisfactory delivery of programmes;
- Maintaining adequate records and documenting the programmes designed, developed and delivered;
- Liaising with key stakeholders for business development and monitoring;
- Continually improving and developing skillsets, make efforts to keep abreast of new developments, latest technologies, new regulations and policies in the domain areas;
- Carrying general management tasks as and when required including engaging in research, field work, mentoring and supervising of associates and interns;
- Participating and supporting in all activities of Urban Practitioners' Programme development at IIHS; carrying out tasks as assigned by IIHS; and travel on IIHS work within or outside the country as needed.

Structure and Reporting

The Senior Associate - Urban Practitioners' Programme will report to the Senior Consultant/Lead – Urban Practitioners' Programme at IIHS and will be required to collaborate effectively with a diverse group of internal teams and external individuals/organizations, and students.

Person Specification

Applicants are required to possess Post-Graduate education and training in Civil Engineering/ Environmental Engineering/Environmental Science/Urban Planning or a related discipline with 5-7 years of relevant experience of having worked in Water, Waste water, Sanitation and Public Health projects; or a Ph.D in themes related to Water, Waste water, Sanitation and Public Health with 1-2 years of relevant experience. The candidate should be familiar with the empirical and scholarly work around these themes and the policy level and programmatic approaches to these themes at the Central and State levels. She/he should also have experience of working in multi-disciplinary teams, good people management skills, and significant competency in project management.

Software & Skills:

Candidates are also required to possess proficient IT skills including the use of data analysis and presentation software. Preference will be candidates with additional skill in Remote Sensing, GIS and AutoCAD, statistical software, data analysis and visualisation, etc. Candidates with laboratory skills for water and Environmental quality analysis, mathematical modelling will be an added advantage.

An ability to train and teach in these themes is a must. Fluency in English and at least one other Indian language is essential. Knowledge of additional Indian languages will be a plus. Prior experience in teaching and/or conducting training is desirable.

The UPP welcomes applicants from research, academic, social and practice fields. Applicants must be willing to travel as per programme requirements.

This offer is on an exclusive basis, which implies that other professional assignments (whether compensated or not) that bear a potential conflict of interest with IIHS cannot be undertaken.

The search will remain open until the position is filled.

Location

This position is based in Bengaluru and may entail travel to other locations in India.

Review and Assessment

The role and performance of the incumbent shall be subject to normal review and assessment systems at IIHS.

Diversity Policy

IIHS is an equal opportunity employer that encourages women, people with disabilities and those from economically and socially excluded communities with the requisite skills and qualifications to apply for positions.

To apply

If you are interested to explore this opportunity with us, please fill the online application form by clicking [here](#). (You can also click on the “Apply Now” button at the end of the Job Description displayed on the website).

Contact

Please write to us at hr@iihs.co.in if you need any clarifications while filling the online application form.



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